

**KENAI AIRPORT COMMISSION  
REGULAR MEETING  
DECEMBER 10, 2020 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
CHAIR GLENDA FEEKEN, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Chair Feeken called the meeting to order at 6:00 p.m.

**a. Pledge of Allegiance**

Chair Feeken led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners Present:	G. Feeken, K. Dodge, D. Leichter, J. Bielefeld, P. Minelga, D. Pitts
Commissioners Absent:	J. Zirul,

Staff/Council Liaison Present:	Airport Manager M. Bondurant, Council Liaison H. Knackstedt, Deputy City Clerk M. Thibodeau
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A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Pitts **MOVED** to approve the agenda and Commissioner Bielefeld **SECONDED** the motion. There were no objections; **SO ORDERED.**

**2. SCHEDULED PUBLIC COMMENT – None.**

**3. UNSCHEDULED PUBLIC COMMENT – None.**

**4. APPROVAL OF MEETING SUMMARY**

a. September 10, 2020

[Clerk's Note: Meeting Summary of September 10, 2020 was not approved as it was not included in the meeting packet.]

**MOTION:**

Commissioner Minelga **MOVED** to approve the meeting summary of August 13, 2020 and Commissioner Bielefeld **SECONDED** the motion. There were no objections; **SO ORDERED.**

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

a. **Discussion/Recommendation** – Airport Goals and Objectives FY22

Airport Manager Bondurant reviewed the 2019/2020 goals that were carried over to 2020/2021 due to the terminal rehabilitation project. Several goals were accomplished with this project, and others carried over to FY21. Commission also discussed FY22 goals. Airport Manager will bring this back to the January 2021 meeting.

Comments in support by:

Commissioner Bielefeld would like to see an “observation area” for the public to come and watch aircraft. It is very popular at Palmer and Fairbanks.

Commissioner Pitts would like to see campsites at the float plane basin with picnic tables so pilots could stay and walk around for a tour of Old Town or get something to eat.

Commissioner Feeken suggested a map be posted at the transient location reflecting the area.

Commissioner Minelga would like to see the gravel runway marked for a “Practice Runway.” He supplied the AOPA link for Commission to review. Airport Manager will provide the information at the January meeting.

b. **Discussion/Recommendation** – Conference Room Use/Request/Agreement

Airport Manager explained the purpose of the agreement and asked for comments. General discussion followed and Airport Manager will report back at the January meeting. Commissioner Minelga saw this room and was very impressed with it. Always looking for spaces to rent for training. Airport Manager noted that there will be telephone and internet in the room and has been approved for a capacity of up to 26 people. Airport is also waiting for a quote to frost the windows along the hallway for privacy. Airport will review the charges with other businesses in the area and also suggest a rate for 2/3 days and a week. The fees will need to be included in the City’s Fee Schedule.

7. **REPORTS**

a. **Airport Manager** – Bondurant reported on the following:

- Midmonth reports in the packet and also the December 2020 midmonth;
- Informed Commission on Ordinance 3166-2020 that was for safety assessments on the airfield;
- The Brothers Cafe is struggling due to low enplanements and the pandemic;
- The City Manager is working with the concessionaire on an amendment to the current agreement for the December 16 Council Meeting;
- Airport will be bringing the Airports FY22-FY24 capital improvement program to the next meeting. The FAA would like to have it by February 1, 2021.

b. **City Council Liaison** – Council Member Knackstedt reported on the City Council meetings of September 16, October 7, and December 2. Also discussed upcoming

COVID-19 vaccine, status of CARES Act funding, and Council Member elections and appointments.

**8. NEXT MEETING ATTENDANCE NOTIFICATION – January 14, 2021**

**9. COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Pitts noted that he is looking for ideas to promote the float plane basin facility.

Commissioner Minelga told the commission that he toured the terminal building along with the new furniture and says it looks beautiful.

Airport Manager Bondurant asked if everyone had got the Christmas card, and that Bob Frates took the photo. Wished everyone a Merry Christmas and Happy New Year.

**10. ADDITIONAL PUBLIC COMMENT – None.**

**11. INFORMATION ITEMS**

- a. September 2020 Mid-Month Report
- b. October 2020 Mid-Month Report
- c. November 2020 Mid-Month Report
- d. October 2020 Enplanement Report
- e. Special Use Permit to RavnAlaska for Warm Storage
- f. 2016-2020 Float Plane basin Activity (final)

**12. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:30 p.m.

Meeting summary prepared and submitted by:



Meghan Thibodeau  
Deputy City Clerk

